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No 14

ACT OF INCORPORATION,

CONSTITUTION AND BY-LAWS,

OF THE

YORK INSTITUTE.

LOCATED AT SACO, MAINE.

16,406

ESTABLISHED, MARCH, 1866.
INCORPORATED, 1867.

BIDDEFORD:
JOHN HANSCOM, PRINTER.
1867.

DEPT. INTERIOR
JUN 19 1875
BUREAU OF EDUCATION

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ACT OF INCORPORATION.

STATE OF MAINE.

In the year of our Lord one thousand eight hundred and sixty-seven.

An Act to Incorporate the York Institute.

Be it enacted by the Senate and House of Representatives in Legislature assembled, as follows:

Section 1. John Johnson, Stephen L. Goodale, Roscoe G. Dennett, George F. Calef, John S. Locke, George A. Emery, and John Hanscom, with their associates and successors, are hereby incorporated into a body politic by the name of the York Institute, to be located at Saco.

Section 2. This Association, for the purpose of promoting the study of science and natural and civil history among its members, is hereby empowered to take by purchase, bequest or otherwise, and to hold, transfer and convey real and personal property to the amount of one hundred thousand dollars, the legal title to which shall be in a Board of Directors consisting of the Officers of the Institute.

Section 3. Such Corporation shall have power to prosecute and defend suits at law and in equity, to have and use a common seal, and to make such Constitution and By-laws for its government as are not repugnant to the constitution and laws of this State.

Section 4. The officers of this association shall consist of a President, two Vice Presidents, Secretary, Treasurer, Superintendent of the Museum and Librarian, and other officers that may be deemed necessary.

In the House of Representatives, January 22, 1867.

This bill having had three several readings, passed to be enacted.

LEWIS BARKER, Speaker.

In Senate January 23, 1867.

This bill having had two several readings, passed to be enacted.

N. A. BURPEE, President.

Janurary 23d, 1867.

Approved: J. L. CHAMBERLAIN, Governor.

STATE OF MAINE.

{SEAL} OFFICE OF SECRETARY OF STATE, Augusta, Feb. 25, 1867.

I hereby certify that the foregoing is a true copy of the original as deposited in this office.

JAS. H. COCHRANE,
Deputy Secretary of State.

CONSTITUTION.

Article I.—The objects of the York Institute are to promote the study of Natural History; to encourage Science and Art; also to collect and preserve whatever relates to the Natural and Civil History of the County of York.

Article II.—The Officers of the Institute shall be a President, two Vice-Presidents, a Recording Secretary, a Corresponding Secretary, a Librarian, a Treasurer, and a Superintendent of the Museum, who shall constitute a Board of Directors.

Article III.—The Institute shall be forever located at Saco, and shall consist of Resident, Corresponding, Honorary, Life, and Juvenile Members, elected by ballot, upon nomination by a Committee appointed by the Board of Directors.

Article IV.—Every person elected shall become a member by letter of acceptance to the Recording Secretary; and may withdraw by written notice to the same, and payment of all dues to the Treasurer.

Article V.—The Officers of the Institute shall be chosen at the Annual Meeting, by ballot; and at any stated meeting when a vacancy shall have occurred.

Article VI.—Meetings shall be held at the rooms of the Institute on the first Tuesday of each month, and at such other times as the Board of Directors may appoint. The Annual Meeting shall be in January.

Article VII.—Each Resident Member shall pay into the Treasury the sum of two dollars, on his admission, and thereafter two dollars annually, at the time of the Annual Meeting.

In consideration of services which may be rendered equivalent to the annual fee and which shall be satisfactory to the Board of Directors, Juvenile Members shall be exempt from the payment of money.

Article VIII.—Five members shall constitute a Quorum. Resident and Life Members *only* shall be entitled to vote.

Article IX. The By-Laws may be amended by a vote of three-fourths of the members present at any Stated Meeting of the Institute, after due notice of the same at a previous meeting.

Article X.—This Constitution, excepting line first of article third, may be amended at any Stated Meeting, on the written recommendation of not less than five members, and by a vote of three-fourths of the members present; notice of the same having been given at a previous meeting, and a written notice thereof to each Resident and Life Member.

BY-LAWS.

Article I.—It shall be the duty of members to aid in the increase of the Library and Cabinets by contributions and by soliciting donations thereto.

Article II.—Additions to the Library or Cabinets shall be entered on their several records, with description, date of gift, and name of Donor. All gifts shall be promptly acknowledged by written notice, with thanks.

Article III.—No property belonging to the Institute other than books, shall be removed from its rooms except by written order of two Directors. The Board of Directors shall designate such rare and valuable books as must not be taken from the Library.

Article IV.—No debts shall be incurred by the Institute except by order of the Board of Directors.

Article V.—The payment of twenty dollars shall constitute any person duly elected, a Life Member, who shall be exempt fron assessments, and entitled to all the rights and privileges of Resident Members.

Article VI.—The Board of Directors shall superintend and conduct the prudential and executive business of the Institute, and see that its Constitution and By-Laws be complied with.

Article VII.—The Treasurer shall take charge of all moneys, collect fees, and pay accounts against the Institute which have been passed upon by the Board of Directors. He shall keep an account of all receipts and expenditures, in a book belonging to the Institute; and shall render a report of the same in writing at the Annual Meeting.

Article VIII.—The Librarian shall have charge of the books, pamphlets, manuscripts, maps, charts, engravings, drawings, &c.; shall affix to each donation the name of the donor; shall keep a complete written catalogue of the works belonging to the Library; shall keep a record of those taken out, by whom, and when; and shall report annually concerning the state of the Library.

Article IX.—The Superintendent shall take charge of all specimens, apparatus, instruments and property of whatever kind not otherwise provided for; shall conduct the correspondence relating to the Museum, and report on the condition of his Department annually. He shall see that suitable preparation is made for holding the meetings of the Institute.

Article X.—The Recording Secretary shall give notice of meetings; shall record proceedings; notify persons of their elections as officers or members; record their answers, and transact such other business as my be required by the Institute.

Article XI.—The Corresponding Secretary shall conduct the general correspondence of the Institute, and preserve letters of an official character in a book kept for this purpose at the rooms of the Institute.

Article XII.—At each Annual Meeting the President or one of the Vice Presidents shall review the doings of the Institute for the year, and report on its general condition.

Article XIII.—The President may appoint Committees to transact any business of the Institute not heretofore provided for.

ORDER OF PROCEEDINGS AT MEETINGS.

1. Read the records of the preceding meeting.
2. Announce donations.
3. Admission of Members.
4. Correspondence.
5. Written communications.
6. Miscellaneous business.
7. Lectures, discussions, experiments, reports, and reading of papers.

LIBRARY OF CONGRESS
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